

Terms of Reference

Consultancy - Lessons Learned Study

Caribbean LGBTI Leadership Academy

BACKGROUND

CariFLAGS as a movement has a 20-year history of communication and collaboration. While during this period and in part because of the CariFLAGS undertakings, LGBTI communities in the Caribbean have achieved incremental but significant gains at regional movement building. Stronger coordination is still required and necessary. In many spaces, capacity is still maturing and uneven; cooperation relationship-driven; organizational infrastructures loose; and region wide mobilization of resources uncoordinated.

The LGBTI movement in the region faces a fundamental challenge, which is not solely about its strength in advocacy, but ensuring that LGBTI organizations generate the leadership talent they need to achieve their objectives over the long haul as social change is not immediate. Community mobilization and organizing, accountability, strategic and efficient utilization of human & other resources, particularly for leadership and movement building also consider succession planning for sustainability.

The academy seeks to increase the quality and effectiveness of targeted advocacy, encourage strategic thinking and accountability efforts thereby increasing access of activists to participatory and decision-making spaces at the national and regional levels. This should allow for

Strong leadership will also ensure more meaningful and optimal participation of key beneficiaries in the roll out of activities pertaining to the planning, implementation and monitoring of the HIV response, policies and the advancement of the equal rights for LGBTI at the national and regional level, as well as sustainability of the response.

In response to this, CariFLAGS hosted a Leadership Academy with two cohorts of 21 knowledge-sharing and peer-to-peer learning between a mix of existing and emerging leaders and activists over the past two years using two different models for delivery of customized content.

Comparative Analysis - Caribbean LGBTI Leadership Academy

CariFLAGS seeks to conduct an analysis of the training models and their effectiveness, as per the following objectives:

- To conduct a comparative research of training methodologies used during two cohorts

- To facilitate decision making around a suitable learning methodology for the Leadership Academy
- To gather ideas about and prioritization of content for Leadership Academy to facilitate movement/ community building, advocacy and civic and political participation.
- To develop a Knowledge Product demonstrating main achievements, lessons learned and growth potential to guide further development of the Leadership Academy.

The target audience for the Knowledge Product will include potential and current donors who are likely to invest in the growth and development of the Academy.

The Evaluation document must consider:

1. Implementation approach;
2. Community ownership/ need;
3. Sustainability;
4. Replicability;
5. Financial Management;
6. Cost-effectiveness;
7. Monitoring and evaluation.
8. CariFLAGS' Organizational Capacity vs. Capacity required for roll-out and development of the Leadership Academy

In addition, the Final Evaluation should present and analyze main findings and key lessons, including examples of best/promising practices for future projects in the country and region. Evaluation should also have an annex explaining any differences or disagreements between the findings of the evaluation, the Implementing Agency/Executing Agency or the recipient organization.

The Final Evaluation should include but not limited to ratings on the following criteria:

- a. Project effectiveness, (Outcomes/Achievements of objectives, or the extent to which the project's development objectives were achieved);
- b. Implementation Approach;
- c. Stakeholder Participation;
- d. Cost-effectiveness;
- e. Sustainability; and
- f. Monitoring & Evaluation.

The Lessons Learned Study shall provide an analysis of the project results and identify/formulate lessons and best practices that can be shared nationally, regionally and globally.

The analysis should also recommend the best format and forum for dissemination of the lessons learned.

METHODOLOGY OF EVALUATION

The consultant should propose a methodology to be approved by CariFLAGS. The suggested methodology that will be used by the consultant should be presented in detail. It may include information on:

- Documentation review (desk study); the list of documentation to be reviewed should be included as an Annex. Not limited to project document, training documents, agenda, list and profile of participants, training materials etc.
- Interviews with content development consultants, stakeholders (including funders) and participants.
- Develop an interview schedule (list of questions)
- Review of Evaluations

Duration

The Consultant will be contracted for a period not exceeding 25 working days.

Qualifications, Knowledge, Experience and Skills

Relevant graduate qualifications in business administration, project management, social sciences, international development, human rights, community health or any other related field;

- A minimum of 3 years of professional experience conducting programme evaluations, research, projects or programmes
- Proven experience of working with LGBT organizations, activists, and with vulnerable populations, including transgender persons;
- Sensitivity in working with vulnerable populations and experience of handling confidential information;
- Strong writing skills
- Demonstrated commitment to social justice, community development and human rights

How to Apply

Interested individuals should submit the following documents:

1. Curriculum vitae outlining relevant experience
2. A detailed plan outlining proposed activities, outcomes and cost
3. A sample of related work

Deadline for submission is Friday November 15, 2019 to be emailed to Dane Lewis; Regional Programme Manager. Please send applications to the following email: cariflagssecretariat@gmail.com